

DEPARTMENT OF HEALTH OCCUPATIONAL THERAPY PRACTICE BOARD MEETING MINUTES

Friday, July 25, 2003

GuestHouse Inn & Suites, 1600 74th Avenue S.W., Tumwater Washington

On July 25, 2003, the Occupational Therapy Practice Board met at the GuestHouse Inn & Suites, 1600 74th Avenue S.W., Tumwater Washington. In accordance with the Open Public Meetings Act, notices were sent to individuals requesting notification of meetings.

MEMBERS PRESENT

WENDY HOLMES, OT, CHAIR
CATHERINE WHITING, OT, VICE CHAIR
D. JILL PETRIE, COTA
MARK LEHNER, OT
KENNETH WILLIAMS, PUBLIC MEMBER - ABSENT

STAFF PRESENT

KRIS WAIDELY, PROGRAM MANAGER
BONITA HILL, COMPLIANCE OFFICER
LISA PANNONE, STAFF ATTORNEY
GAIL ZIMMERMAN, EXECUTIVE DIRECTOR

GUESTS PRESENT

NONE

OPEN SESSION

1. CALL TO ORDER – 8:55 am

- 1.1 Approval of Agenda
Agenda approved as presented.
- 1.2 Approval of Meeting Minutes
Minutes approved as presented.

2. BOARD POLICY REVIEW DISCUSSION – The board decided to adopt the language from the Board of Physical Therapy Complaints Against Board Members Policy. The Complaint Threshold Determination Policy was readopted without any revisions. The board decided to continue handling re-entry cases according to the Re-entry Policy. The Re-entry Policy will be discussed further at the October board meeting. Ms. Whiting, OT has agreed to research how other states handle licensure re-entry and will report back to the board in October.

3. OPERATING AGREEMENT - The board has approved the operating agreement between the Secretary of the Department of Health and Boards and Commissions.

4. PRESENTATION PLANNING - The board discussed agenda items for their WOTA presentation and board meeting scheduled for October 11, 2003. The

board decided to revise the PowerPoint presentation, to include an overview of the rulemaking process.

5. **PROGRAM REPORT** - Ms. Zimmerman, Executive Director, presented a sample business plan from the dental board. Ms. Waidely and Ms. Zimmerman will develop a draft business plan for the board to review at their next board meeting. The meeting materials will include the goals and objectives.
6. **RULES** - The board discussed and drafted proposed language for WAC 246-847-010 Definitions, WAC 246-847-065 Continued Competency, WAC 246-847-120 Foreign Trained Applicants, and WAC 246-847-170 Code of Ethics and Standards of Professional Conduct. The board agreed to send these drafts out to all practitioners for comment prior to their next board meeting/rules workgroup on October 11, 2003, in Spokane, Washington.

CLOSED SESSION

7. REVIEW OF APPLICATIONS

- Applicant A: Application approved.

8. DISCIPLINARY CASE REVIEWS

- Case No. 2003-02-0001OT – ACTION: Send case to the legal unit for review. If sufficient evidence is present the case will be sent to Investigative Service Unit for further investigation.
- Case No. 2001-04-0001OT – ACTION: Case closed – No violation

9. CONTINUING EDUCATION AUDITS

Audit A – acceptable
Audit B - acceptable
Audit C – acceptable
Audit D – insufficient hours
Audit E – acceptable
Audit F – acceptable
Audit G – acceptable
Audit H – acceptable

10. ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 4:30 p.m.

Respectfully submitted:

Approved:

Kris Waidely
Program Manager

Wendy Holmes, OT, Chair
Occupational Therapy Practice Board